



**NEW LOOK
COMING SOON!**

Office of the State Superintendent of Education

OSSE LEA LOOK-FORWARD: November 7, 2013—November 14, 2013

Key Events, Announcements, Updates and Deadlines

Enrollment Audit

New: Enrollment Audit Resolution Meetings

FS Taylor and Associates will be conducting resolution meetings for audit findings from November 18 - November 27. The auditors will reach out to each Enrollment Audit POC for date confirmations for resolution meetings. OSSE Enrollment Audit Team is requesting LEA Enrollment Audit POC's to ensure information needed is given in a timely manner. In addition, please be sure to adhere to the date and time given by the auditors in an effort to execute resolution meetings for all LEAs within the resolution process timeframe.

Final Notice: Preparation for Enrollment Audit Headcount

Enrollment Audit site visits are on-going until **November 15, 2013**. As auditors prepare to visit your school, please remember the following:

- Have a central location for the auditors to conduct residency verification.
- Have your Residency Verification binders prepared for the auditors review.
- Enter your "COUNT LOCATIONS" in the Quickbase Tool. **The deadline for entering count locations is two business days (48 hours) prior to your scheduled audit. It is imperative that this information is accurate and updated as soon as possible.** Please go to the Quickbase tool to ensure all students have accurate location data before the two business day window. Students with missing count locations will be counted in a central location.
- Check your Residency Verification Binders. Ensure all signatures are applied and documentation is accurate. The LEA should be able to provide documentation signed for in the Residency Verification Form.

Final Notice: Enrollment Audit Site Visits

OSSE staff members will visit schools randomly during the Enrollment Audit headcount. Please be prepared for these observational visits. Note that these staff members will not **provide any technical assistance** during these visits.

Reminder: Special Education Child Count Webinar

Minor changes have been made to the Special Education Child Count process. These changes were highlighted in a recent training for LEA Special Education Coordinators. If your LEA representative missed this information, he/she can view a [recording](#) of the updated Child Count webinar training given to Special Education Coordinators. If you have any questions or concerns, please contact osse.enrollmentaudit@dc.gov.

Reminder: Enrollment Audit Student Residency Prevention Hotline

OSSE strongly encourages school-based staff, District residents, and families to report information regarding any non-resident student receiving District-funded public education free of charge. This information can be reported to the Student Residency Fraud Prevention Hotline at **(202) 727-7224**. This is a confidential tip hotline. Caller identification is anonymous. Please post the attached [flier](#) in your school's student registration office.



If you have any questions or concerns, or need assistance accessing the Quickbase site, please e-mail osse.enrollmentaudit@dc.gov.

Division of Early Learning

New: Stepping Stones to Caring For Our Children- 3rd Edition

This is a checklist that assesses child care programs' compliance with health and safety standards and is intended for use by multiple audiences in assessing whether a child care program complies with national health and safety standards. Topics include staffing; program activities and healthy development; health promotion and protection; nutrition and food service; facilities, supplies, equipment, and environmental health; play areas, play-grounds, and transportation; infectious disease; policies; and licensing and community action.

The checklist was produced by the American Academy of Pediatrics, the American Public Health Association, and the National Resource Center for Health and Safety in Child Care and Early Education with support from the Health Resources and Services Administration's Maternal and Child Health Bureau.

Download [Checklist](#) here. For additional assistance contact [DC Early Intervention Program Strong Start](#) or call on (202) 727-3665

Reminder: NAEYC'S 2013 Annual Conference

You are invited to experience Four Days of Learning, Networking and Discovery at the National Association for the Education of Young Children (NAEYC) 2013 Annual Conference.

The conference will be in DC **November 20 – 23, 2013**. The NAEYC Annual Conference & Expo is the largest early childhood education conference in the world, where tens of thousands of educators choose from hundreds of presentations and exhibits. Presenters and attendees include teachers and other staff in center and home-based child care, Head Start and Early Head Start, preschool and elementary school programs, faculty, trainers, researchers, students, and advocates.

For conference registration information please visit: [NAEYC 2013 Annual Conference](#).

Reminder: LearnDC- Creating Opportunities

Providing safe and healthy environments for young children to grow and learn is a major priority in the District of Columbia. LearnDC offers information about services in DC for young children and their families, and resources for supporting healthy early child-hood development.

Everyone involved in the lives of young children in the District of Columbia — parents and families, child care providers, parents, teachers and community members — can use the information and resources available on LearnDC to support the young children they care about to meet their health, social-emotional and mental needs. For more information please visit [LearnDC- Early Childhood](#)

Reminder: 2013 Pre-K Report

The 2013 Pre-K Report highlights pertinent information regarding the status of the District of Columbia pre-k programs. In this report you will find: current capacity of all existing Pre-K programs; the number of children for whom Pre-K is available; the manner in which Head Start Programs are incorporated in the early child care and education delivery system; the adoption of the District of Columbia Common Core Early Learning Standard; the



criteria used in evaluating grant applications; the number of grant applications received and awarded; and amount and grant rationale for each grant and progress of each grantee.

For more information, please download [2013 Pre-K Report](#).

Division of Early Learning (Continued)

Reminder: New Electronic Payment Initiative (ACH)

OSSE is pleased to announce its new electronic payment initiative for childcare providers! As a result of this initiative, providers will be able to receive their monthly payments by ACH instead of a paper check. Enrollment in the ACH program permits payment via the National Automated Clearinghouse Association (NACHA) network. Completed enrollment forms should be sent directly to: osse.accountspayable@dc.gov

Please download the [ACH Enrollment Packet](#) here

Additional questions should be directed to [Anetria Smart](#) at (202) 481-3857 or [Mildred Almonte](#) at (202) 481-3855, Monday through Friday, between the hours of 8 a.m. and 5 p.m.

Reminder: OSSE Approved Trainers

OSSE approves competent individuals and organizations to train early childhood professionals. Trainers are selected based on their education and experience in the field. Research shows that early childhood professionals with specialized training and higher education/professional credentials are more likely to create quality experiences for young children and their families. All staff in early childhood programs must provide evidence that they are receiving specialized training via continuing education and professional development activities.

Continuing education requirements may vary depending on the type of program (subsidized child care, Head Start, or publicly funded Pre-K.)

For more information please contact [Diane Mason](#) at (202) 727-8118.

Provider Spotlight

2 New Heights Child Development Center

Dr. Ernesta Gibbs Battle is the director and lead teacher at 2 New Heights located in ward 4 situated at 4124 3rd Street NW, Washington DC. 2 New Heights Child Development Center has been a gold center for the past 5 months and Dr. Battle recently became an OSSE Certified Trainer. 2 New Heights Child Development Center offers full and part-time services to infants and children thru 12 years of age with "Before and After" School Program. The philosophy of 2 New Heights Child Development Center is based on the belief that each child is a worthy individual endowed with unique capabilities and talents. 2 New Heights Child Development Center provides social, emotional and academic opportunities through developmentally appropriate activities that will stimulate the cognitive, affective and psychomotor domains. 2 New Heights Child Development Center also believes that partnering with parents is very important and work together with providing positive experiences.

OSSE IS PROUD OF YOU!

Let us hear about the wonderful things happening at your site.



Providers interested in appearing within the spotlight section can submit content and photos to [Sheena King](#).

Division of Early Learning (Continued)

Reminder: Exciting Training Opportunities

CPR and First Aid

Date: **All through the month of November, 2013** (except on holidays)

Time: 9:00am—8:00pm

Venue: 5212 Drake Place, SE, DC 20019

Registration contact: Joan Irabor, email: Joan20131@gmail.com, Telephone number: **(202) 340-0980**

Training Cost: \$65.00

Trainer Approval Application for Individual and Organizations

Applications are **due November 15th, 2013**

Please send fully completed email applications to [NyKisha Haley](#)

Please remember to pre-register for trainings!

For a complete list and information on trainings available at the Division of Early Learning (DEL), Early Learning Institute, download the [Early Learning Professional Development Calendar](#) here.

Reminder: Report Shows Strong Teacher Support for the Common Core

Scholastic released a preview of its third national Primary Sources survey of public school teachers on their thoughts on teaching in an era of change. The survey of 20,000 teachers confirms that the Common Core State Standards enjoy broad support from educators.

Key findings include:

- Teachers' awareness of the Common Core State Standards is now universal;
- Teachers expect the Common Core to lead to positive outcomes for students;
- Teachers are enthusiastic about implementation. At the same time, teachers share the realistic view that there will be challenges, but are able to point to supports and resources needed to support student success.

For more information, please visit [20,000 TEACHERS on the COMMON CORE](#)

Final Notice: European Art Festival for DC Children

The Kids Euro Festival is on-going and runs through **November 13**. It is filled with European art and cultural festivities with more than 200 free events and activities. Events will be held at venues ranging from the Kennedy Center's Millennium Stage to National Geographic and the Strathmore arts center in Bethesda. There will also be performers visiting area schools and libraries through partnerships with District of Columbia and Prince George's County public libraries.



For more information visit: [Kids Euro Festival](#)

Division of Elementary & Secondary Education

New: Invitation to Join OSSE Title I Committee of Practitioners

OSSE is requesting applications from candidates interested in serving on the State Title I Committee of Practitioners. The Elementary and Secondary Education Act of 1965 (ESEA) requires each State Education Agency to maintain such a committee and OSSE is updating the membership of its committee. The **State Title I Committee of Practitioners** serves as an advisory body that will support OSSE in carrying out its responsibilities under Title I of the ESEA for the District of Columbia.

The membership of the State Title I Committee of Practitioners must meet certain federal requirements to ensure that different stakeholders are represented. OSSE is seeking a variety of applicants for membership. These include: LEA and school administrators, teachers, parents of DCPS and public charter school students, members of public charter school boards of directors, private school representatives, and pupil services personnel (including school social workers, psychologists, and counselors).

OSSE requests that you consider applying to the State Title I Committee of Practitioners and distribute this application form widely to other potential interested individuals.

All application materials can be found at this link on the OSSE website. Complete applications (2 pages) must be submitted, accompanied by a current résumé electronically to OSSE.CoP@dc.gov (**Attention: Robin Bessler**).

The first meeting for all individuals selected to serve on the State Title I Committee of Practitioners will be **Thursday, December 5, 2013** from 4:00 – 6:30 P.M. at this same address.

The deadline for the submission of applications is noon on **Monday, November 25, 2013**. The State Superintendent will appoint members to terms of 1, 2, or 3 years each. If you have additional questions or would like more information, please contact [Robin Bessler](#), on (202) 724-5239.

Thank you very much for sharing these documents and encouraging individuals to apply.

New: Resources on School Climate, Bullying Prevention, and School Safety

- The National Parent Teachers Association (PTA) has developed [a toolkit on school safety](#).
- The U. S. Department of Education also has several resources on [school safety](#) for parents, teachers, and administrators.
- The DC Office of Human Rights has a [Youth Bullying Prevention Task Force](#) that is a great resource for parents and educators.



For additional resources please contact [Valida Walker](#) on (202) 741-6420. You can also contact [Sheryl Hamilton](#) on (202) 741-6404.

Division of Elementary & Secondary Education (Continued)

Update: Next Generation Science Standards Proposed for District of Columbia Schools, (K-12)

The final version of the [Next Generation Science Standards \(NGSS\)](#) was released by Achieve on April 9, 2013. OSSE will be working closely with community stakeholders over the coming weeks and months to support the District of Columbia in preparing to adopt and implement NGSS. Together with the Common Core State Standards in Mathematics and English Language Arts, the NGSS hold the promise of transforming STEM education and preparing all DC students to succeed, in education, work, and their daily lives.

For opportunities to learn more about the Proposed NGSS for the District of Columbia, feel free to attend one of the following **Public Meetings and Feedback Sessions**:

- [11/7 - 5pm Webinar for Educators](#)
- [11/12 - 12pm Webinar for Local Education Agencies \(LEA\)](#)
- [11/13 - 6pm Public Feedback Session](#)
- [11/16 - 10am Ward 2 Education Network Meeting](#)
- [11/19 - 6:30pm Ward 5 Educational Commission Meeting](#)
- [11/20 - 5:30pm State Board of Education Meeting](#)

Please visit the [NGSS](#) site at OSSE, to learn more about the proposed standards and share feedback, or view when OSSE will host events about Next Generation Science Standards.

If you have any questions or enquiries, please feel free to contact [Maya Garcia](#)

Reminder: Resources for Teachers of Homeless Students

Resources for Teachers of Homeless Students: The National Center for Homeless Education (NCHE) provides research, resources, and information enabling communities to address the educational needs of children experiencing homelessness. Funded by the U.S. Department of Education, the Center serves as a clearinghouse of information for people seeking to remove or overcome educational barriers and to improve educational opportunities and outcomes for children and youth experiencing homelessness. NCHE has published [Research Summary: Teaching and Classroom Strategies for Homeless and Highly Mobile Students](#). This valuable resource lists strategies to help school based staff effectively serve students in transitory housing including strategies to improve classroom culture, align academics, and increase social engagement among homeless students.

For more information please contact [Ja'sent Brown](#) on (202) 654-6123.

Reminder: Truancy Prevention Resource – Truancy Prevention Mailbox

Did you know that missing just 10% of the school year in the early grades can leave many students struggling throughout elementary school? (Attendance Works).

Access information on the Truancy Guide in the following languages: in [English](#) , [Spanish](#) , and [Amharic](#).



Division of Elementary & Secondary Education (Continued)

Attendance Matters: In conjunction with Attendance Awareness Month, OSSE formally announced its Truancy Prevention Mailbox, a resource for educators, parents and other educational stakeholders to submit questions and enquiries related to truancy prevention. Questions or enquiries can be submitted to the [Truancy Prevention Mailbox](#).

Reminder: Complaint Procedures for Elementary and Secondary Education Act Programs and Grants

OSSE has a formal policy for receiving and addressing state-level complaints related to ESEA programs for sub-recipients of funding made available under the Elementary and Secondary Education Act of 1965, as amended (ESEA). The procedure described in this policy applies to complaints arising from and related to ESEA program administration, sub-grantee administration, equitable services and ESEA accountability classifications. [Detailed guidance](#) is available on the OSSE website.

For more information on filing a complaint or appealing an LEA decision regarding the provision of educational services to homeless students and parents under McKinney-Vento, please refer to the policies on OSSE's [Homeless Children and Youth Program](#) webpage under the Division of Elementary and Secondary Education.

For more information on filing a complaint regarding the provision of specialized education services to students with disabilities under IDEA, please refer to the policies under OSSE's [Division of Specialized Education](#) webpage. Please share this information with your program staff and participants.

Final Notice: Overcoming Roadblocks to PARCC-Ready Classrooms (LEA Event)

(Center City Public Charter Schools)

Date: **Thursday, November 14, 2013**

Time: 5:00pm - 6:30pm

Venue: Center City Public Charter Schools (Shaw Campus), 711 N Street, NW

Metro Accessible: Convention Center/Mount Vernon Square, Green Line (limited parking)

To register for the event please access *Eventbrite* here: [Overcoming Roadblocks to PARCC-Ready Classrooms](#)

Please join us at Center City Public Charter Schools (Shaw Campus) to learn about how we developed a Common Core-aligned curriculum that will prepare our students for the PARCC assessment. We will have appetizers, time to network with old and new friends, and an exciting panel of educators from Center City.

Division of Post-Secondary & Career Education

Reminder: College Application Week

The District is participating in the National College Application Week taking place next week from **Tuesday November 12 – Friday, November 15, 2013**. This event offers support to high school seniors who haven't yet applied to college, and is to encourage them to do so. OSSE is registering interested high schools and providing support for the event.

For further questions or enquiries please contact [Michael Longaro](#).



Division of Post-Secondary & Career Education(Continued)

Update: Dual Enrollment Funding Opportunity

The OSSE Dual Enrollment Fund provides support for unmet tuition, fee and book costs for high school students enrolled in postsecondary classes at District universities. OSSE can provide support and funding to schools looking to create new dual enrollment partnerships. Is your school is interested in increasing the number of students who participate in dual enrollment, please contact [Mike Andrews](#).

Division of Specialized Education

New: Special Education Transportation Services Policy – Focus Group and Trainings

The Division of Specialized Education (DSE) and Division of Student Transportation (DOT) invite LEAs to participate in a focus group to preview OSSE's Special Education Transportation Services Policy and related tools for implementation. DSE will use LEA feedback to inform finalization and future trainings.

The focus group will take place on **Tuesday, November 19, 2013** from 9:00am-12:00pm at 810 1st Street, NE, 8th Floor. Space for this focus group is limited, so reserve a spot today!

Please RSVP by emailing [Melanie Grant](#) by **Friday, November 15, 2013**.

DSE and DOT will also be conducting three comprehensive training sessions to assist LEAs with implementation of the requirements of the Special Education Transportation Services Policy, including training on transportation eligibility worksheets and SEDS and TOTE data components.

These training sessions are open to all LEAs. All three sessions will be held at 810 1st Street, NE.

Please register for one of the three sessions at the link below.

Monday, December 9, 2013

810 1st Street, NE, 8th Floor

8:30am – 4:30 pm

[Registration Link](#)

Thursday, December 12, 2013

810 1st Street, NE, 8th Floor

8:30am – 4:30pm

[Registration Link](#)

Wednesday, December 18, 2013

810 1st Street, NE, 3rd Floor

8:30am – 4:30 pm

[Registration Link](#)



Reminder: Fiscal Policy and Grants Management revises IDEA Phase II Application timelines

OSSE has revised FFY2013 (SY2013-2014) Individuals with Disabilities Education Act (IDEA), Part B allocations to correct an error in data.

Given the timing of the revision, the application **due date** has been extended to **November 15, 2013** by 5:00pm. Download the [revised online application](#) here.

Division of Specialized Education (Continued)

If your LEA has submitted an FFY2013 application, you will need to **resubmit** a XLS and PDF version of the fiscal application using the revised application.

If your LEA requires additional technical support in order to complete the revised application by the deadline, please feel free to reach out to [Faith Leach](#) or call on **(202) 741-5091**.

Reminder: Standards-Based IEP Resource Guide

OSSE is pleased to announce the publication of the *Standards-Based IEP Resource Guide*, a new training and technical assistance publication. This resource guide contains information and nationally recognized best practices to assist educators in effectively addressing the needs of students with disabilities through their IEP.

Developed using a range of publicly available research-based guidance documents and tools, the *Standards-Based IEP Resource Guide* is designed to provide educators, school professionals, and other stakeholders with meaningful, evidence-based strategies to support the full range of diverse learners who exist in the classroom.

Please access and download the [resource guide](#) here.

Reminder: Nonpublic School Toolkit

OSSE is pleased to announce the publication of the *Nonpublic School Toolkit*, a new training and technical assistance publication. The toolkit is a comprehensive guide which contains information to assist educators in effectively addressing the needs of students enrolled and enrolling in nonpublic schools or transitioning to a less restrictive environment from a nonpublic school. This guide was developed using Federal and District of Columbia policies, procedures, and regulations.

The information contained in this toolkit should serve as a primary reference for LEAs and nonpublic schools to access information on the expected processes necessary to ensure that District of Columbia students enrolled at nonpublic schools receive safe, supportive, and high-quality special education services.

Please access and download the [toolkit](#).

Reminder: Special Education Data System (SEDS) – LEA Data Administrator II Course Modules 4-5

OSSE is pleased to announce the continuation of the 2013 LEA Data Administrator (LDA) II course. All LEAs are required to have at least one representative (two preferred) complete all five professional development modules for this course.



Division of Specialized Education (Continued)

At this point, one person from each LEA should have completed modules 1, 2, and 3 of the LEA Data Administrator II course. The remaining two modules will be delivered via an online course. Upon completion of all 5 modules, attendees will receive a certificate of completion and awarded 11 Professional Learning Units (PLUs). Below are the dates and times of each course.

Please review and register for the remaining two modules by clicking on the course name links provided.

Name of Course	Date of Training	Time of Training
2013 LDA II Module 4	Wednesday November 20 th	10:00 – 12:00
2013 LDA II Module 5	Wednesday December 18 th	10:00 – 12:00

Division of Wellness & Nutrition

New: Congratulations to the DC Free Summer Meals Program (FSMP)

Do you know how the District's children are fed during the summer months when they no longer receive school meals? They receive free meals through the *D.C. Free Summer Meals Program*. Meals were served at summer feeding sites throughout the city while many sponsors and site personnel kept the children engaged with activities. Generally, meals are served Monday-Friday, but for summer of 2013, many sponsors served meals on the weekends, which was new for the District's summer program. In addition, during a kick-off event in June, the Mayor challenged OSSE to reach a goal of serving 1.3 million children for summer of 2013—which OSSE met!

To learn more about the FSMP or to get involved for summer of 2014, please contact [Elisabeth Sweeting](#) on (202) 724-7628).

Reminder: Serving it Safe Training Hosted by the National Food Service Management Institute, November 19th and 20th

School food authorities and vendors are invited to attend the Serving It Safe, 4th Edition training hosted by the National Food Service Management Institute. *Serving It Safe, 4th Edition* provides foodservice personnel at all levels with an up-to-date source of information for managing a safe and sanitary foodservice operation. Topics will be covered such as: food safety, microorganisms, how to keep a clean and sanitary foodservice operation, prevention of foodborne illness, process for foodborne illness prevention, and food safety programs in schools. The training will be held at OSSE, 810 1st Street, Room 3002 from 9 am – 3 pm on 11/19 and 9 am – 1 pm on 11/20 (both days required). To register, contact [Noni Robinson](#).

Note: Serving it Safe should not be confused with the National Restaurant Association's ServSafe course. There is no certification exam with Serving It Safe.



Division of Wellness & Nutrition (Continued)

Final Notice: DCSAA Announces Upcoming Sporting Events

Girls State Volleyball Invitational Finals

Date: **Saturday, November 9**

Time: 10:00 am

Venue: Trinity University

Girls and Boys State Soccer Finals

Date: **Saturday, November 9**

Time: 3:00 pm

Venue: Georgetown University

For question and enquiries please contact the [DCSAA office](#) on (202) 724-7656

Office of Data Management & Assessment

New: Announcement! High School Access to National Student Clearinghouse Data

All DC high schools have the ability to directly receive student-level college enrollment and completion information from the National Student Clearinghouse for students in the class of 2006 to 2013.

For details about how to create an account to obtain this information, please contact [Emily Persons](#).

New: Highly Qualified Teachers reports available on QuickBase

LEA reports of teachers' highly qualified status for core courses taught for SY2012-2013 are now available on the QuickBase application entitled "OSSE Data Collection Tool, Faculty and Staff Data". There is an appeals process which will last one week.

For more information, please contact [Doreen Christian](#) on (202) 727-8320.

New: Teacher Shortage Areas Data Collection Begins

Collection for federal reporting of information related to teacher shortage areas is scheduled to begin

November 6, 2013 and will be due **December 2, 2013**. OSSE will be collecting data concerning FTE vacancies and positions filled by teachers who are not highly qualified during SY2013-2014.

For more information, please contact [Doreen Christian](#) on (202) 727-8320.

Reminder: Students Born Outside of the US Data Collection Update

Collection for federal reporting of information related to students who were born outside of the US began

November 1, 2013. OSSE will be collecting student-level data focusing on student's native language and the date the student first enrolled in a US school for students enrolled during **SY2012-2013**.

For more information, please contact [Emily Persons](#).



Office of Data Management & Assessment (Continued)

Reminder: 2014 DC CAS Blueprint

Download the approved and finalized [Spring 2014 DC CAS Blueprint](#) for all tested grades and subjects. If you have any questions, please contact [Jessica Mellen Enos](#).

Reminder: Discipline, Truancy & Immigrant Data Collection

The annual discipline, truancy and immigrant collections for federal reporting are on-going. OSSE is collecting student-level data that focuses on discipline incidents, attendance and immigrant status for SY2012-2013. For more information, please contact [Emily Persons](#).

Reminder: English Language Learner (ELL) Identification Guidance

OSSE has provided resources for LEAs on the identification of ELL students.

Please access [ELL Identification resources](#) here.

Contact [Michelle Blakey-Tuggle](#) for further information.

Reminder: LEA Contact Information

OSSE is reaching out to LEAs to update OSSE's LEA Contact List for the 2013–14 School Year. LEAs should provide the appropriate names, titles and contact information for the following contact types:

- Data Manager
- Finance/Grants Manager
- Special Education Data System Trainer
- Special Education Coordinator
- Head of School
- SEDS Team Leader
- SEDS Data Administrator
- Enrollment Auditor
- Homeless Liaison
- LEP Coordinator
- Assessment Specialist
- Information Technology Manager
- Teacher and Staff Data Coordinator

To facilitate this process, OSSE has created an [online form](#) for LEAs to use when submitting contact information. LEAs may input new information all at once, or revisit the form to add additional information at any point during this process.

For assistance with this process or the form, please contact [Tonia Lovelace](#)



Office of Grants Management and Compliance

Final Notice: Helping to Prevent Federal Grant Funds from Lapsing

OSSE wants to help you prevent federal grant funds from lapsing at the end of the fiscal year (9.30.2013). Failure to spend enough of these lapsing funds may put future funding at risk. OSSE is dedicated to working with you to discuss and outline strategies for avoiding the lapsing of these funds and ensuring that your students receive the full range of benefits available to them.

The deadline to submit final FY 13 reimbursement workbooks is **November 15, 2013**.

For more information, please contact [Walter Lundy](#).

Reminder: DC OSSE Consolidated List of Federal Grant Programs Impacted by Sequestration

Please visit the [OSSE website](#) for information pertaining to the 2013-2014 allocations for LEAs in Washington, DC. For any questions or concerns, please contact [Cedric Thompson](#).

[Additional guidance](#) on sequestration is provided by Brustein & Manasevit, PLLC.

Final Notice: FY 2013 Federal Grant Closeout Deadline (Deadline Strictly Enforced)

As a reminder, the last day to obligate funds for FY13 was September 30, 2013. All reimbursement workbooks must be submitted to your grant program manager no later than **November 15, 2013** to ensure proper reimbursement of funds spent by your LEA during the 2013 fiscal year for each federal grant award. Workbooks submitted after this date will not be processed for reimbursement.

All questions regarding this report and/or the status of any reimbursement requests should be directed to the Office of Grants Management and Compliance, Office of the State Superintendent at osse.grantscompliance@dc.gov.

DEADLINE	ACTION
<u>Friday, November 15</u>	Last day to submit reimbursement workbooks

OSSE Chief Information Office (CIO)

Update: FY 14 Schools Technology Fund

OSSE School Technology Fund (STF) notifications went out in September based on the 2012 Audit Enrollment Numbers. Purchase orders have been issued to LEAs. It's time to submit invoices for full amount of the purchase orders so funds can be transferred to LEAs. Instructions for payment were included in the original notification.

If you need OSSE to re-send the notification or provide a copy of the purchase order to you or to someone in your organization please contact [Matthew Brownlee](#) by email.

OSSE asks that a list of all hardware and software purchased with the School Technology Fund (STF) be kept for the records.

There will be a survey conducted to collect this information to support the continuation of the fund next year.



District of Columbia Fire & EMS Department (DCFEMS)

DCFEMS offers Fire Safety Education Classroom Presentations for Students

Fire and Emergency Medical Services Chief Kenneth Ellerbe strongly supports the philosophy that fire safety is an important topic that should be educated to all residents and visitors of the District of Columbia including children. Highlighted below are a few fire safety educational programs that the District of Columbia Fire & EMS Department (DCFEMS) offers each year that are designed to strengthen elementary and middle school age children's knowledge in the area of fire safety education. These programs are fun and very interactive and can be presented in any classroom setting at the request of any DC Public or Public Charter school teacher or administrator.

Safety Smart about Fire

Safety Smart about Fire is a one-hour program presentation designed for grades K-3 offered by DCFEMS Public Educators to reinforce simple safety principles.

Our educators gather the assistance of Disney's Timon and Pumba (via digital media) to reinforce the following learning factors:

- Making A Home Fire Escape Plan & Its Importance
- Smoke Alarms & Their Importance
- Understanding Why Smoke is Poisonous
- The Fundamentals of Getting Down, Getting Out, & Staying Out
- Don't Play With Matches or Lighters

Safety Smart Science (Understanding Fire)

Safety Smart Science is a one-hour program presentation designed for grades 4-8 offered by DCFEMS Fire Educators to reinforce the science behind fire. Through a structured curriculum with activities, educators, with the assistance of Bill Nye the Science guy (via digital media), expand on the science concepts. The program provides opportunities for students to apply research, writing, analytical, and teamwork skills.

To schedule a presentation for your students, please contact [Ms. Samone Hoston](#), Fire Education Information Specialist, FEMS Fire Prevention Division or call on **(202) 727-1614**.